

College of Fine and Applied Arts

School of Art and Design

GRADUATE STUDIES HANDBOOK

Program in Art History



University of Illinois at Urbana-Champaign

Updated
12/2025

TABLE OF CONTENTS

<i>General Program Information</i>	<i>2</i>
■ About the Program in Art History	
■ University Library and Museums	
■ Faculty	
■ Applications and Deadlines for New Graduate Students	
■ International Students	
■ Readmission	
<i>M.A. and Ph.D. Program Requirements</i>	<i>3</i>
■ M.A. Degree Requirements	
■ Ph.D. Degree Requirements	
■ Additional Graduate Programs	
<i>Financial Aid.....</i>	<i>11</i>
■ Teaching Assistantships	
■ Research Assistantships	
■ Additional School of A&D Funding for Graduate Students	
■ Other Forms of University Funding Available to Graduate Students	
■ Internships	
■ External Funding	
<i>Where do I go for?.....</i>	<i>13</i>
■ Administration and Staff	
<i>Art History Student Resources at Illinois.....</i>	<i>14</i>
■ Student Art History Association (SAHA)	
■ Mailboxes for Graduate Students	
■ Art History Common Room	
■ A&D Computer Lab Access	
■ University Library	
■ Ricker Art and Architecture Library	
■ Visual Resources and Outreach Specialist	
■ Rare Book and Manuscript Library	
■ Krannert Art Museum	
■ Spurlock Museum	
<i>Appendices.....</i>	<i>16</i>
A. Typical Sequence of Progress towards Degree Completion	
B. M.A. Art History Worksheet	
C. Ph.D. Art History Worksheet	
D. Useful Campus and Community Addresses and Phone Numbers	

GENERAL PROGRAM INFORMATION

About the Program in Art History

The University of Illinois at Urbana-Champaign has offered courses in the history and criticism of art since 1877. A specific curriculum with a specialty in art history appeared with the creation of a Master's program in 1949, and a specialized undergraduate program two years later. A doctoral degree program was initiated in 1969.

The Art History Program is one of several that comprise the School of Art & Design. The School is one of the 12 units within the College of Fine and Applied Arts. The Program does not have separate administrative offices; all official Program paperwork is handled by the administrative staff of the School in offices located in the Art & Design Building.

Students can receive the Master of Arts and Doctor of Philosophy degrees in Art History at the University of Illinois. The M.A. and Ph.D. curricula are designed to prepare highly qualified students for careers in research, teaching, criticism, and museum work, as well as to support their exploration of emerging career paths that depend upon expertise in the history of art and visual cultures.

University Library and Museums

With a catalogued collection of more than fourteen million volumes, the University Library is the largest among publicly supported educational institutions and one of the largest university libraries in the country. The collection in art and architecture numbers about 120,000 volumes and is divided between the main library and the Ricker Library of Art and Architecture. There are two university museums, the Krannert Art Museum and the Spurlock Museum, with rotating schedules of contemporary and historical exhibitions (see Graduate Resources below). Major museums in Chicago, St. Louis, and Indianapolis are within two to three hours from Urbana-Champaign.

Faculty

The Art History Program currently has seven full-time tenured or tenure-track professors with diverse research and teaching areas. Art History faculty are often affiliated with other units and interdisciplinary programs across campus, including the Center for East Asian and Pacific Studies; the Department of East Asian Languages and Cultures; Gender and Women's Studies; Latin American and Caribbean Studies; the Russian, Eastern European, and Eurasian Center; the Unit for Criticism and Interpretive Theory; and the Program in Medieval Studies. The Art History Program also has a number of affiliated faculty, whose primary appointments are in other departments or the Krannert Art Museum. For a more detailed description of Art History Program faculty and affiliated faculty, see the faculty profile page on the Art & Design website.

Applications and Deadlines for New Graduate Students

Applicants are admitted to the program in the fall semester only. Applicants should fill out an online *Graduate Application for Admission*. Please see the Art & Design website for the most current information for application requirements and procedures. All applicants are required to have three letters of recommendation submitted on their behalf.

Note Regarding International Applicants

The Graduate College requires that all international applicants submit English proficiency test scores (IBT or TOEFL), even if they are coming from a U.S. institution. International students should consult University guidelines and policies for those coming to Illinois from outside the U.S. Questions can be directed to Ellen de Waard (edewaard@illinois.edu), the Coordinator of Graduate Academic Affairs for the School.

Readmission

For information on reentry to the Graduate College, see the Graduate College website:

<https://grad.illinois.edu/admissions/apply/reentry>. Also consult the Director of Graduate Studies and Ellen de Waard, the Coordinator of Graduate Academic Affairs for the School (edewaard@illinois.edu).

M.A. AND PH.D PROGRAM REQUIREMENTS

M.A. DEGREE REQUIREMENTS

During their first year, M.A. students are encouraged to strengthen their breadth of knowledge by taking a wide range of courses. By the end of that first academic year, students are expected to identify an area of particular interest for in-depth study leading to a thesis during their second year.

Degree Requirements

The M.A. degree in Art History requires 32 graduate hours of course work, following the curriculum guidelines:

- 24 graduate hours must be in art, architectural, or landscape history and may include 400-level courses taken for graduate hours. (Up to 8 hours may be taken in other fields with the approval of the student's major advisor).
- 20 hours of the 32 total hours for the M.A. must be in graduate seminars (that is, five seminars) in art/ architecture/ landscape history (ARTH 591: Independent study is not acceptable as one of the courses towards fulfilling this requirement). The student's advisor, in conjunction with the Director of Graduate Studies, may include seminars from other departments to satisfy the five-seminar requirement.
- All students must take Art History 593 (Theory & Methods) in their first semester in the Program. It may be included as one of the five required graduate seminars.
- The 32-graduate hour requirement must include one course in each of the following four areas:
 - Ancient/ Medieval
 - Renaissance/ Baroque
 - Modern/ Contemporary
 - East Asian or African

Students specializing in East Asian or African may substitute 8 graduate credits hours of advanced courses (generally 2 courses) in related disciplines for two of the categories listed above.

In addition to these requirements:

- All students must fulfill the M.A. language requirement.
- All students are required to submit thesis or scholarly essay (explained below).

See also the M.A. worksheet in Appendix B.

Seminars and Course Loads

Students are normally take 12 hours per semester while in residence, 8 hours of which should be graduate seminars. Students are expected to complete ARTH 593 (Theory & Methods) during their first semester. Students who have completed their course work may register for fewer credit hours depending on certain conditions. See the Director of Graduate Studies and Ellen de Waard for an individual assessment.

M.A. Language Requirement

Students studying for the M.A. degree are expected to pass the language requirement in one language, other than English, pertinent to their area of specialization. Determination of appropriate language preparation should be made in consultation with the student's advisor.

Art historians not only study art made all over the world, but engage with the scholarship of colleagues dispersed across the globe as well. To do so with confidence, we must master not only the languages of the

cultures that produced the artworks we study, but also the principal languages in which scholarship about those cultures has been disseminated. This may include languages relevant to the Western European context from which the modern discipline of art history emerged even when the subject of study is not itself Western European. It demands not only basic conversational or reading proficiency, but the ability to conduct research in the pertinent languages. This includes the capacity to understand complex arguments in those languages, and familiarity with their specialized art-historical vocabularies. Therefore, art historians in training must devote considerable time to acquire these essential linguistic skills in advance of, or at the same time as, they pursue their coursework.

Demonstrating the necessary language skills

Language skills must be demonstrated no later than the end of the student's second year in the program, in one of the following two ways:

- Adequate mastery of one language may be demonstrated by completing four semesters of college-level coursework in that language with grades of "B" or better (or having done so within the previous 7 years), or by placing beyond the four college-semester level of proficiency in the relevant language department's proficiency/placement examinations.
- Departmental language exams. The departmental language exams are given twice a year: the first week of classes in the fall semester and the first week of classes of the spring semester. The exam is 2½ hours long and consists of two parts. In Part I, students are asked to translate an approximately 200-word-long passage from the source language into idiomatic, correct English. In Part II, students are asked to write an accurate summary in English (about 200 words long) of a circa 600-word-long passage in the source language. Students may use a dictionary during the exam. Sample exams are available from the Graduate Advisor. All incoming graduate students must sit for at least one exam during their first semester. Students who do not pass a language exam on their first attempt are (1) required to retake the exam every time it is offered and (2) expected to enroll in relevant language courses during their first semester and all successive semesters, until they can demonstrate the necessary level of language mastery as outlined above.

All incoming students *must take* the language exam, regardless of their degree of competency, in order to allow the faculty to assess where the student stands in relation to fulfilling this requirement.

Choice of Concentration Area

M.A.-level students should send written notice to the Director of Graduate Studies by the end of their second semester in residence specifying their chosen area of concentration and designating the advisor who has agreed to supervise their work.

Students can specialize in the following areas:

- 20th Century and Contemporary
- African
- American to 1940
- Ancient (Greek, Etruscan, and Roman)
- East Asian (Japan, China)
- European Baroque and Rococo (ca. 1600-1750)
- European ca. 1750-1900
- Latin American (colonial/modern)
- Medieval (Early Christian and Byzantine, or Western Medieval)

Masters Thesis or Scholarly Essay

Candidates for the M.A. degree must submit a Master's Thesis or Scholarly Essay. The decision to write either the thesis or essay should be made with the advice and approval of the student's advisor. The difference between the two is largely one of format: a thesis should be somewhat more substantial, and it must conform to university regulations concerning formatting. Its chief advantage is its accessibility to scholars, since it is archived by the university library. In either case, the work must demonstrate: (1) scholarly and intellectual command of the subject; (2) command of research techniques and apparatus; and (3) a publishable level of writing skills. Students completing a thesis must register for ARTH 599 (usually for four hours). Students choosing a scholarly essay will not register for ARTH 599.

The topic of the thesis or essay will be defined in consultation with a member of the art history faculty (typically the student's advisor). Affiliated faculty in architectural history or in landscape architectural history can also be primary advisors of a thesis or scholarly essay in Art History. The student's advisor and a second reader must approve the final thesis/essay. The advisor, in consultation with the student, will appoint a second reader, who may be from outside the Art History Program. Ordinarily the length of the thesis or scholarly essay will fall between 25 and 50 double-spaced pages, but may vary depending on the topic and scope of the project.

Thesis Deposit

An electronic copy of the Scholarly Essay (once approved by the student's advisor and a second reader) should be sent to the DGS.

The Thesis Office on campus coordinates the process of depositing the M.A. Thesis. The final deposit is handled online. The contact person for thesis information is Ellen de Waard, room 138 in the Art & Design building (email edewaard@illinois.edu; phone 217-333-0642). Current information on thesis deposit can be found at: <http://www.grad.illinois.edu/thesis-dissertation>

Check the Graduate College calendar for all relevant thesis (and other academic) deadlines at: <http://illinois.edu/calendar/list/3284>

Graduation

Students need to apply for graduation online during the period of their thesis/essay deposit. You can do this via Student Self-Service. If the student fails to apply online, he/she will not graduate!

Transition between M.A. and Ph.D.

Students should complete course work, language exams, and the thesis/scholarly essay for the M.A. within two years of beginning the program. After this period, students will be ineligible for continued funding unless they have been accepted into the Ph.D. program. Students may continue to enroll in courses beyond the 32 hours required for the M.A. degree, but only 8 hours beyond the 32-hour requirement taken while enrolled in the M.A. Program may be counted towards the Ph.D. These 8 credit hours cannot be used to fulfill any M.A. requirements if they are to count toward the Ph.D.

Candidates for the M.A. in Art History who wish to continue into the doctoral program do not need to complete a formal application through the Graduate College as long as the student is in good standing. They need simply obtain the approval of their advisor and submit a letter of application to the Chair of the Program. The letter should identify both the area in which the student will specialize and the faculty member who will serve as the student's advisor. In addition, the letter should state whether the student wishes to be considered as a candidate for financial aid (including teaching assistantships). This letter must be submitted by **December 15** for admission either for the following Spring semester or the next academic year.

International students in the M.A. program must achieve a score equal to or greater than 5 on a scale of 6 on the English Proficiency Interview as a condition for advancement to the doctoral program.

Admission to the Ph.D. Program by this procedure is contingent upon 1) the student's completion of all the

requirements for the M.A. degree and 2) the evaluation of the faculty. Students must complete all M.A. requirements within one semester of requesting admission to the doctoral Program. If the student fails to complete the M.A. within this time limit, he/she must request admission again during the semester when the M.A. degree is completed. Completion of the M.A. requirements does not guarantee admission to the Ph.D. program. M.A. students requesting admission to the Ph.D. program will be evaluated on the strength of their work in the Program.

Funding for M.A. and Ph.D. students

Funding is contingent upon the assessment by the faculty that the student is making good progress toward the completion of the degree. Please note that students with an “I” (Incomplete) or failing grades that remain on their record for more than one semester jeopardize their eligibility for continued funding.

PH.D. DEGREE REQUIREMENTS

Admission for New Students (see also the “Applications and Deadlines” section above)

Applicants who wish to be admitted to the doctoral program with an M.A. from elsewhere are strongly urged to consult at least one member of the faculty with whom they would like to work before applying. **The deadline for new applicants is in mid December.**

Ph.D. Language Requirement

All doctoral students are required to pass the language requirement in **two** languages (or one in addition to any examination passed at the M.A. level). Both languages must be chosen with the approval of the student's advisor and the Program Chair. The first language requirement must be met by the end of the student's second semester in residence. All language requirements must be fully met before the student takes the preliminary exams. A language requirement satisfied for the M.A. degree in the Program may fulfill one of these languages providing it is appropriate to the field of study for the Ph.D. A working knowledge of a third language may be necessary; such additional language preparation is at the discretion of the student's advisor.

Adequate mastery of at least one language must be demonstrated by passing the departmental language exam described above in the section on the M.A. language requirement. Adequate mastery of one language may be demonstrated by completing four semesters of college-level coursework in that language with grades of “B” or better (or having done so within the previous 7 years), or by placing beyond the four college-semester level of proficiency in the relevant language department's proficiency/placement examinations.

All incoming students *must take* the language exam, regardless of their degree of competency, in order to allow the faculty to assess where the student stands in relation to fulfilling this requirement.

Course Requirements

The Ph.D. program requires 64 graduate hours of course work beyond the M.A. degree. The first 32 hours of course work precedes the Preliminary Examination, and the final 32 hours consist of dissertation research and writing (ARTH 599). There are no area distribution requirements at the Ph.D. level; rather, course curriculum is constructed in consultation with the faculty advisor and Director of Graduate Studies. However, students are required to enroll in a minimum of three graduate seminars during their first year in the Ph.D. program. One of these seminars must be Art History 593 (Theory & Methods), if this requirement has not already been met at the M.A. level. Independent Study (ARTH 591) credit hours do not count toward the seminar requirements for the Ph.D. degree.

Students entering the Ph.D. program from another university may be required to fulfill one or more additional course requirements in art history during their first year of residence. Ordinarily such students will be informed of these additional requirements at the time of admission. However, if necessary, the faculty reserves the right to inform students of additional requirements during or immediately following their first semester of residence.

Choice of Concentration Areas for Ph.D. Preliminary Exams

By the end of their first year (second semester in residence) students should inform the Director of Graduate Studies of their 1) area of concentration and 2) academic advisor. In consultation with their advisors, students will select the major field in which they will be examined from the following:

- 20th Century and Contemporary
- African
- American to 1940

- Ancient (Greek, Etruscan, and Roman)
- East Asian (Japan, China)
- European Baroque and Rococo (ca. 1600-1750)
- European ca. 1750-1900
- Latin American (colonial/modern)
- Medieval (Early Christian and Byzantine, or Western Medieval)

Those wishing to pursue a study that crosses chronological/geographic boundaries are encouraged to define an appropriate major field in consultation with their advisor.

Students will also elect a secondary area of concentration in consultation with their major field advisor and appropriate faculty. The secondary area may be in art history or, with the approval of the student's advisor, an area outside of art history. Work done at the M.A. level can count toward this requirement.

Ph.D. Preliminary Examinations

Ph.D. students must pass Preliminary Examinations in order to be approved for ABD (All But Dissertation) status. ABD status denotes that the student has completed all course work and passed all required exams; the student needs only to complete and defend the dissertation to be awarded the Ph.D. ABD status is a requirement for some forms of competitive funding from the university and external agencies.

The Preliminary Examinations consist of three parts: two written examinations in the student's Major and Secondary fields, and an oral examination.

Preliminary Written Exams

The Major and Secondary field exams are take-home written exams. For the Major field exam, students have 24 hours to write a response to their examiner's questions; responses must not exceed 21-pages (12 point, Times New Roman, double spaced, 1" margins). For the Secondary field exam, students have 24 hours to write a response to their examiner's questions; responses must not exceed 16-pages (12 point, Times New Roman, double spaced, 1" margins).

These written exams cover both general and specific areas of knowledge in the designated fields. The Major field exam is written by the student's advisor and read by the advisor and a second reader. When possible, the Secondary area exam should be administered by a member of the student's committee (rather than the advisor), and read by the examiner and the advisor. If the advisor also administers the Secondary field exam, then the advisor and a member of the student's committee should read the exam.

Preliminary Oral Exam

After students complete the written exams, and have passed all language exam requirements, they are ready to proceed to the oral exam, which is also known as the dissertation proposal defense exam. All members of the student's committee must be present for this exam (the advisor and student must be on campus, other members may participate remotely). It is the responsibility of the student and faculty advisor to make arrangements for off-campus committee members' participation in the exams.

Students must distribute a detailed dissertation proposal to committee members at least two weeks prior to the exam, and to the entire faculty within a week of the exam. The oral exam usually lasts between one and two hours. Guidelines for the proposal vary depending on the expectations of each student's advisor, but a general guideline for a proposal can be found on this document below *Preliminary Exam Chronology*.

* NOTE: students must be enrolled in Art History 599 (Thesis Research) the semester they take the oral preliminary exam.

Timing of Exams

Students must have passed both the Major and Secondary written exams before taking the oral portion of the exam. Scheduling of written exams should be worked out between the student and the faculty advising the exam, but exams are not given in the summer, except under unusual circumstances. Ideally, the oral exam/dissertation proposal defense exam will be taken no later than one semester after the written exams. This oral exam can be scheduled at any time in the semester. The results must be reported to the Graduate College within one semester. A student's successful demonstration of the appropriate levels of knowledge and competency in the preliminary examinations means that, with Graduate College approval, they have reached ABD status and is a Ph.D. candidate.

Exam Committees

Students need to constitute an oral examination committee (which is the dissertation committee) in consultation with their advisor, well in advance of the exam dates. The dissertation committee must include a minimum of four faculty members and needs to meet the following requirements (one member may satisfy more than one category):

- at least 3 members of the Illinois Graduate College,
- at least 2 tenured at Illinois,
- at least 1 faculty outside of the Art History Program,
- at least 2 faculty members in the Art History Program.

With the approval of the Graduate College, the oral exam committee may include faculty from other institutions and may be larger than four members. Finally, if necessary, students are permitted to constitute a new committee for the dissertation proposal defense committee, as per the requirements of their individual research areas and Graduate College regulations.

Preliminary Exam Chronology

Although individual schedules vary, see below for a framework for good progress toward completion to the degree:

Spring of Year 1 (in Ph.D. program):

- Identify Major field, with advice of advisor.

Fall - Spring of Year 2 (in Ph.D. program):

- Complete course work, select and constitute the Ph.D. Exam/Dissertation Committee(s) in accordance with Graduate College regulations and the advice of your advisor.

Summer of Year 2:

- Study for Secondary or Major Field exam
- Begin formulating dissertation topic and proposal

Fall Year 3:

- Take Secondary or Major Field exam

Fall or Early Spring of Year 3:

- Take Secondary or Major Field area exam
- Work on dissertation proposal

Spring of Year 3:

- Arrange for oral exam dates with committee members; draw up paperwork in A&D office and distribute dissertation proposal (only if approved by advisor) to committee members at least two weeks before scheduled oral exam

NOTE: Students must have fulfilled the language requirement prior to taking the oral exam/dissertation proposal defense exam.

Dissertation Proposal Guidelines

Students should consult with their advisors as to the content, length, and format of the dissertation proposal. Proposals usually fall between ten and twenty pages in length, with sections addressing the dissertation's objectives, scope (or chapter breakdown), methodology, and contribution to the field (with consideration of existing scholarship on the student's topic). An extensive bibliography should be submitted along with the proposal.

Dissertation Deposit

The Thesis Office on campus coordinates the process of depositing a dissertation. The final deposit is handled online. The School's thesis reviewer is Ellen de Waard, room 138, Art & Design building (email edewaard@illinois.edu; phone 217-333-0642). Current information on thesis deposit can be found at: <http://www.grad.illinois.edu/thesis-dissertation>

Check the Graduate College calendar for all relevant thesis (and other academic) deadlines at: <http://illinois.edu/calendar/list/3284>

Graduation

Students need to apply for graduation online during the period of their thesis deposit. Please go to Student Self-Service. If the student fails to apply online, they will not graduate!

ADDITIONAL GRADUATE STUDIES PROGRAMS

Graduate Concentration in Medieval Studies

The Graduate Concentration in Medieval Studies is offered by the Program in Medieval Studies, an inter-curriculum, campus-wide initiative. Financial aid is available on a competitive basis to graduate students pursuing the Graduate Certificate in Medieval Studies. For more information, see: <https://medieval.illinois.edu>.

Graduate Minor in Museum Studies

The interdisciplinary Graduate Minor in Museum Studies is offered at both M.A. and Ph.D. levels, and offers interdisciplinary study in fields including Art History, Anthropology, and Landscape Architecture. For more information, see: <https://anthro.illinois.edu/academics/graduate-programs/graduate-minor-museum-studies>.

Unit for Criticism and Interpretive Theory Certification

The Unit for Criticism and Interpretive Theory is an interdisciplinary forum for faculty and graduate students. It coordinates a body of course offerings in cultural criticism and critical theory. The certificate is offered in conjunction with existing degrees at both the M.A. and Ph.D. levels. For more information go to: <https://criticism.illinois.edu>.

FINANCIAL AID

Almost all art history graduate students receive financial aid in the form of teaching and research assistantships, or fellowships from the University. Although funding is always competitive, every effort is made to provide continuous support for students who request and qualify for assistance. Our goal is to provide two years of funding for M.A. students, and three years of funding for Ph.D. students (or five years total for students who earn the M.A. at Illinois en route to the Ph.D.). Doctoral students making good progress toward degree may be eligible for more than three years of financial support. Students may also apply for small grants from the School of Art & Design and the Graduate College to help with travel expenses to conferences and dissertation research. Advanced Ph.D. students (especially those approaching ABD status) will be expected to apply for external grants and fellowships, as part of their professional career development. Students should speak with their advisors concerning additional funding opportunities.

Teaching Assistantships

Teaching Assistantships are awarded upon recommendation of the Art History faculty. Recipients of assistantships currently serve the Art History Program either as Grading Assistants (working 13 hours/week for a 33% assistantship) or as Teaching Assistants (working 20 hours/week on 50% appointments). TA recipients pay no tuition costs, have most fees waived, and receive a stipend. Although TAs do not receive a stipend during the summer, they can attend summer sessions without having to pay tuition and most fees.

Re-appointment of TA Positions

Students currently enrolled in the Art History Program who wish to have their present assistantship considered for renewal the following academic year must inform the Program Chair in writing no later than **December 15**.

Assistantships are normally limited to a total of five years: two years for M.A. students and three years if the student continues on to the Ph.D. Doctoral students may, at the discretion of the faculty, receive additional TA appointments based upon the needs of the undergraduate instructional program and the student's financial need. Reappointment is contingent upon 1) good progress towards the degree, and 2) competent performance as a TA.

Research Assistantships

Research assistantships with individual professors are contingent on funding and availability. Faculty with their own research funding may select qualified students to assist them.

Additional School of A&D Funding for Graduate Students

The School of Art & Design and the Graduate College offer several competitive funding opportunities for which graduate students may apply. Please see Ellen de Waard (edewaard@illinois.edu) for further details. Students who receive these awards do not receive funds in advance. Funding is released as reimbursement when the student submits receipts to the A&D business office for legitimate expenses.

Art+Design Graduate Event Travel Award

Up to \$500 awards available for travel to an event, relevant to the student's degree. Not necessary to be invited as a speaker/participant.

Graduate College Conference Travel Grant

Up to \$350 awards available for travel to an event, relevant to the student's degree, where the student is an invited speaker/participant. <http://www.grad.illinois.edu/general/travelaward>

Graduate College Master's Project Travel Grant

Up to \$500 awards available for MFA/MA students, who need to travel as part of their final project and/or thesis research. <https://grad.illinois.edu/fellowship/competitions>

Graduate College Dissertation Travel Grant

Up to \$5,000 awards available for Ph.D. students, who need to travel as part of their research. <https://grad.illinois.edu/fellowship/competitions>

Graduate College Dissertation Completion Fellowship

A one year stipend of \$20,000 for a Ph.D. student to complete the doctoral degree. This package comes with a full tuition waiver and a partial student fee waiver. <https://grad.illinois.edu/fellowship/competitions>

Art+Design Dissertation/Thesis Travel Award

Up to \$4,000 awards available for dissertation or thesis research travel.

Funding for Visiting Speakers

Graduate students (M.A. or Ph.D.) can apply to the School of Art & Design Visitors Committee for funds to bring a visiting speaker to campus.

Other Forms of University Funding Available to Graduate Students

Check the campus Fellowship Office site for a complete list and deadlines:

<https://grad.illinois.edu/fellowship/external>. See also College Art Association's "Opportunities" site:

<http://www.collegeart.org/opportunities/>.

Internships at Krannert Art Museum

The Krannert Art Museum has an active internship program. Graduate students work with KAM in a variety of ways: through the KAM Research Fellowship, through internships for course credit (currently administered as ARTH 491), as hourly paid workers, and as volunteers. Generally, a call for applications will be issued by Museum staff and posted on graduate listservs. Students may also set up an appointment with Museum staff to discuss future openings.

External Funding

As part of their professional development, advanced doctoral students are expected to seek external funding in the form of fellowships and grants. Students should consult with their advisors and use the Graduate College resources to identify appropriate grants and fellowships to which they might apply. When students receive external fellowships, they should check with the granting institution and/or the Graduate College to ask if the award includes a tuition and fee waiver and health insurance.

WHERE DO I GO FOR.....?

Director of School of Art & Design

Alan Mette, room 139C at Art and Design; phone 217-333-0855; email amette@illinois.edu.

The Director of the school is responsible (in conjunction with advisory executive committees) for the overseeing of the operations, budgets and curricular development of the School. Graduate students can make appointments with the Director to discuss issues that pertain to the School's operations and future development. Graduate students are represented on several of A&D committees.

Administrative Assistant

Charmaine Edwards, room 143, Main Office in the Art and Design Building; phone 217-333-0855; email ched16@illinois.edu) will assist you in setting up appointments with A&D administration.

Graduate Studies Specialist

Ellen de Waard, room 138, Art and Design; phone 217-244-0395; email edewaard@illinois.edu.

Ellen De Waard handles administrative matters regarding funding, registration and record keeping of A&D graduate students. She is an important—indeed, crucial—resource for all A&D graduate students; she is also the School's thesis reviewer and assists with general graduate student affairs. Because she handles a large number of student queries each day, please call or email to make an appointment.

Art History Program Chair

Kristin Romberg, Associate Professor, room 311, Architecture Building; email kromberg@illinois.edu.

The Chair oversees, in conjunction with the art history faculty, the administrative functions of the Art History Program and acts as liaison between the art history faculty, the School of Art and Design's Director, and various committees. Questions involving disputes among graduate students and faculty, unresolved funding issues, or general curricular difficulties should be taken up with the Chair.

Art History Director of Graduate Studies

David O'Brien, Professor, room 401, Architecture Building; email obrien1@illinois.edu.

The DGS will help coordinate the completion of degree requirements and assist with all other curricular questions. All new and continuing graduate students should consult with the DGS at times of registration and at any other times when questions about the graduate program or requirements arise. Incoming graduate students must choose an academic advisor no later than the end of the second semester. Once students have identified an advisor, or if they change advisors, they must inform the DGS.

Graduate College Grievances Procedures

The Art History Program and the School of Art and Design follow the Graduate College procedures for filing grievances. These are detailed here: <https://grad.illinois.edu/deptgrievancepolprocess>.

ART HISTORY STUDENT RESOURCES AT ILLINOIS

SAHA

The Student Art History Association (SAHA) is a registered student organization at the University of Illinois at Urbana-Champaign that serves to: promote interdisciplinary scholarship and new research that broadens understanding of the arts; build bridges among graduate students across the arts, and those interested in art history and architecture; and provide a forum for formal and informal discussion to develop graduate students' professional skills and expertise in the arts, broadly defined.

Mailboxes for Graduate Students

All graduate students are assigned personal mailboxes in the Art & Design Main Office, room 143 A&D Building. Any questions regarding mail should be directed to the administrative assistant.

Art History Common Room

Architecture 415 is available for use as a study space and meeting room to all Art History graduate students. It is furnished with two computers, a large flatbed scanner, and a printer/photocopier for general use. It is also used by faculty for photocopying. You can obtain a key for the room by speaking with Chris Bonner in A&D 144 (phone 244-7761; email jrbonner@illinois.edu).

A&D Computer Lab Access

The Art & Design Digital Commons is located in 235 Art & Design Building. For more information, see: <https://art.illinois.edu/about/resources-for-current-students/facilities/digital-labs/>. For questions about facilities, contact A&D Facilities Director David Akins at akins@uiuc.edu, or 217-333-6803.

University Library

1408 W. Gregory Dr., Urbana; 217-333-2291; website: <http://www.library.illinois.edu/>

The University Library is the second largest public university library in the U.S. The University Library was founded in 1867 in the charter establishing the school that became the University of Illinois. The Library opened with the school in 1868 with 1,039 volumes and grew slowly over the next decades. Today, the University Library holds more than fourteen million volumes and 24 million items and materials in all formats, languages, and subjects, including 9 million microforms, 120,000 serials, 148,000 audio-recordings, over 930,000 audiovisual materials, over 280,000 electronic books, 12,000 films, and 650,000 maps. The Library has strengths in many areas, ranging from hard sciences to the humanities. These collections form the bulk of I-Share, the statewide library online catalog. Currently there are 76 I-Share libraries and more than 30 million library items represented in the I-Share catalog. Users at these I-Share libraries may borrow books directly from the 76 I-Share library participants.

Ricker Art and Architecture Library

208 Architecture Building; 217-333-0224; website: <http://www.library.uiuc.edu/arx/>

The foundation for the Library's architecture and art collections was laid by the country's first college graduate of architecture, University of Illinois at Urbana-Champaign professor Nathan Clifford Ricker (1843-1924), who in 1873 purchased several important architectural treatises and folios. Today, the collections of the Ricker Library of Architecture and Art include more than 120,000 volumes and 33,000 serials (some housed in the Library's main book stacks), 35,000 microforms, and a small but burgeoning collection of videos. The holdings cover the fields of architecture, architectural history, art, art history, museum studies, and art education.

Visual Resources and Outreach Specialist

Sarah Christensen, phone 217-333-3292; email: schrstn@illinois.edu.

The Visual Resources and Outreach Specialist in the University Library works to provide access to images and other visual formats, instruction on related educational software, consultation on image related research projects and digitization best practices. [A collection specific to Fine + Applied Arts](#) is found within the Library's Digital Collections database. The Library also provides access to Artstor (will be migrated to JSTOR August 1, 2024), a database of over 2 million high resolution images.

Rare Book and Manuscript Library

Third floor (Room 346) on the north side of the Main Library at 1408 W. Gregory Drive in Urbana; 217-333-3777;
website: <http://www.library.illinois.edu/rbx/>

The Rare Book and Manuscript Library, also part of the University Library, is one of the largest repositories for rare books and manuscripts in the United States. The collections—nearly half a million volumes and three kilometers of manuscript material—include original illustrated books and rare artists' editions of books from the fifteenth through twentieth centuries, and are strong in the broad areas of literature, history, art, theology, philosophy, technology, and the natural sciences.

Krannert Art Museum

500 East Peabody Dr
Champaign, IL 61820
217-333-1861

<http://www.kam.uiuc.edu/>

Spurlock Museum

600 S. Gregory St.
Urbana, IL 61801
217-333-2360

<http://www.spurlock.illinois.edu/>

APPENDIX A

TYPICAL SEQUENCE OF PROGRESS TOWARDS DEGREE COMPLETION

This typical chronology outlines the important steps towards reaching ABD (all but dissertation) status, based upon 12 credit hours per semester. Each student's progress may be different depending on numbers of languages required or extra courses that may be required for specialized field research.

Note: current deadlines can be found at the Graduate College's website: <http://illinois.edu/calendar/list/3284>

YEAR ONE

Fall

- Complete 12 graduate credit hours (including two seminars, one of which must be ARTH 593)
- Meet with DGS and plan timelines; meet regularly with advisor if one has been selected
- Take language exam to determine what language study is needed
- Notify Chair by December 15th if you wish to be considered for financial support the next academic year

Spring

- Complete 12 graduate credit hours (including at least two seminars)
- Pass first language exam by end of semester
- Inform DGS of selected advisor and area of concentration by end of semester

YEAR TWO

Fall

- Complete 12 graduate credit hours (including at least one seminar)
- M.A. students: choose a second reader for thesis/scholarly essay
 - notify Chair in writing of intent to continue on to the Ph.D. program (December 15th deadline for admission the following semester or the next academic year)
 - Early December: deadline for M.A. thesis deposit for December degree
- Ph.D. students: pass second language exam by end of term
 - Begin defining dissertation topic with your advisor
 - Begin planning for written preliminary exams
 - Apply for external funding

Spring

- Complete 12 graduate hours (including at least one seminar)
- M.A. students: complete thesis/scholarly essay; submit by Graduate College deadline
- Ph.D. students: finalize dissertation topic with advisor
 - Organize, in consultation with advisor, the dissertation and preliminary exam committees according to Graduate College regulations (see above)
 - Secondary area exam can be taken at the end of this semester (or wait until the following fall)

YEAR THREE (for Ph.D. students only)

Fall

- Take Secondary area exam (if not already passed)
- Take Major field exam by end of term (no later than one semester after completion of all course work)
- Finalize dissertation proposal; obtain your advisor's approval of the proposal

Fall or Spring

- Schedule oral exam date. The oral exam must be taken no later than one semester after the written portion of the exam.
- Distribute copies of proposal to all committee members at least two weeks prior to the exam date and to the entire Art History faculty at least one week before the exam.
- Apply for external funding

Throughout your tenure at the U. of I., keep in regular communication with your faculty advisor and the Director of Graduate Studies. Notify them of any schedule changes or matters affecting the normal progress toward degree completion.

APPENDIX B

M.A. ART HISTORY WORKSHEET

M.A. degree; 32 units total

- ☐ 24 graduate hours must be in art/architectural/landscape history
- ☐ Departmental language exam completed by end of 1st year
- ☐ Advisor / area of concentration declared by end of 1st year
- ☐ 20 hours (5) graduate seminars in art/architectural history (ARTH 591 not allowed)
- ☐ Art History 593 (Theory & Methods) may be included as one of five required seminars
- ☐ One course in each of the following areas (can be grad seminar or 400-level courses for grad credit):
 - ☐ Ancient/Medieval
 - ☐ Renaissance/ Baroque
 - ☐ Modern/ Contemporary
 - ☐ East Asian/ African
- ☐ M.A. Thesis; or _____ scholarly essay.
 Title:
 Committee members:

Art History Seminars (5 minimum)	Sem/Yr	Units	Other AH Grad Credits	Sem/ Yr	Units	Other Courses	Sem/ Yr	Units
ARTH 593 Theory & Methods								

total

total

Total units

APPENDIX C

Ph.D. ART HISTORY WORKSHEET

Ph.D. degree; 64 units total beyond the M.A. and as follows:

- ☐ 32 graduate hours of course work preceding the Preliminary Examinations
- ☐ 3 graduate seminars (one may be ARTH 593)
- ☐ 32 graduate hours of dissertation research and writing
- ☐ Two departmental language exams completed (1st completed by end of 1st academic year)

1st lang. (date):
2nd lang. (date):
- ☐ Advisor / area of concentration declared by end of 1st academic year (fill in name/ area):

- ☐ ARTH 593 (Theory & Methods), unless completed for M.A. at Illinois
- ☐ Passed the preliminary written examinations in a Major and a Secondary field (the latter with faculty outside of the Major field):

a) Major (date):
 b) Secondary (date): Readers:
- ☐ Dissertation proposal submitted and distributed (date):
- ☐ Dissertation title:
Committee:
- ☐ Passed final dissertation defense (date):

Art History Grad Seminars	Sem/Yr	Units	Other AH Grad Credits	Sem/ Yr	Units	Other Courses	Sem/ Yr	Units
Arth 593 Theory & Methods								

total

total

Total units

APPENDIX D

USEFUL CAMPUS AND COMMUNITY ADDRESSES & PHONE NUMBERS

Campus Visits and Tours

The Office of Undergraduate Admissions offers information sessions and campus tours throughout the year to prospective students and their families.

For reservations, call 217-333-0824

University Telephone Directory Assistance:

Phone: 217-333-1000.

Campus Life and Student Welfare:

Office of the Dean of Students, University of Illinois at Urbana-Champaign,
300 Turner Student Services Bldg, 610 East John Street, Champaign, IL 61820

Phone: 217-333-0050.

Office of Graduate Admissions:

Graduate College, University of Illinois at Urbana-Champaign, 202 Coble Hall, 801 South Wright Street, Champaign, IL 61820

Phone: 217-333-0035

<http://www.grad.illinois.edu/admissions>

Office of the Registrar

Office of the Registrar, University of Illinois at Urbana-Champaign,
Suite 140, 901 West Illinois Street, Urbana, IL 61801

Phone: 217-333-0210, 800-531-2531.

E-mail: registrar@illinois.edu

<http://www.registrar.illinois.edu>

Technology Services

1211 Digital Computer Lab

Phone: 217-244-7000.

E-mail: consult@illinois.edu

<https://techservices.illinois.edu>

Financial Aid

Office of Student Financial Aid, University of Illinois at Urbana-Champaign
620 E. John Street, MC-303 Champaign, IL 61820

Office hours: M-F. 9 am to 5 pm.

Phone: 217-333-0100 Fax: 217-265-5516

E-mail: finaid@illinois.edu Federal School Code: 001775 ,

<http://www.osfa.illinois.edu/>

Child Care Resource Services

314 Bevier, 905 S Goodwin, Urbana IL 61801

Office hours: Mon., Wed., Thurs., Fri. 8:30am to 4:30pm

Tues. 11:00am to 4:30pm

Phone: 217-333-3252, 1-800-325-5516; Fax: 217-333-2147

Email: ccrs@illinois.edu

<http://ccrs.illinois.edu/>

Minority Student Affairs:

Office of Minority Student Affairs, University of Illinois at Urbana-Champaign
130 Student Services Building, MC-306, 610 East John Street, Champaign, IL 61820
Phone: 217-333-0054
E-mail: omsa@illinois.edu
<http://www.omsa.illinois.edu/>

Motor Vehicle and Bicycle Registration:

Campus Parking and Transportation
1201 W. University Avenue, Urbana, IL 61801
Phone: 217-333-3530.
E-mail: parkingcomments@illinois.edu

Motorist Assistance (Free) Program, (car won't start; keys locked in; flat tire, etc):
call 217-244-HELP (only M-F 7:30 am-5 pm and in campus area).

Personal Safety

Campus Police: emergency 911 (9-911 from a campus phone); Non-emergency 217-333-1216
Campus safety webpage, with the latest information on campus safety.

Saferides: special late night bus transportation in designated area on and near campus
Phone: 217-265-7433.

Safewalks: company walking on and near campus at night
Phone: 217-333-1216 or press an emergency phone button and wait for the dispatcher.